



**United States District Court & United States Probation Office
Eastern District of North Carolina**



Vacancy Announcement No: 12-08P

Programmer Analyst

Location: Raleigh, NC

Salary Range/Promotional Potential: CL 27-28 (\$47,328 - \$92,209)*

*** Depending upon qualifications and experience**

Date of Posting: August 31, 2012

Closing Date: Open Until Filled

First/Interim Cut-Off Date: September 14, 2012

Position Overview:

The United States District Court and United States Probation Office for the Eastern District of North Carolina are accepting applications for a Programmer Analyst. This is a technical position in a combined IT Unit for the Court and chambers staff, Clerk's Office, and Probation Office. The incumbent provides programming and web application support to the Court and end users, and is responsible for assisting in the modification of existing systems and databases and/or assisting in the designing of new systems and databases to meet the needs of the court unit. This position reports to the Director of Information Technology.

Representative Duties:

The Programmer Analyst performs duties and responsibilities which include, but are not limited to, the following:

- Confers with technical staff and end users to assist in the design of software applications and databases, including exchanging information on project limitation and capabilities, performance requirements, and interfaces. Consults with customers about software system design, enhancement, and maintenance. Provides end user support for applications supported. Serves as a liaison between peers and end users.
- Assists in analyzing user needs and software requirements to determine feasibility of design within time and cost constraints. Coordinates software system installation and monitors equipment functioning to ensure specifications are met. Analyzes information to determine, recommend, and plan computer specifications and layouts, and peripheral equipment modifications.
- Designs and maintains the court wide web site including both internet and intranet, utilizing current technology in VBScript, ASP, Coldfusion, SQL, Java, Visual C++, Crystal Reports, and Dreamweaver programming to enhance the efficiency and effectiveness of the web presentations of court information.
- Modifies existing code to specifications and web based applications and databases (MySQL, Informix). Documents work and performs routine testing.
- Modifies, adapts, and enhances existing software to correct errors, allow adaptation to new hardware, or to improve performance of the software. Performs software system testing and validation procedures and documentation.
- Assists with training end users and information technology staff.

Qualifications:

Applicants must be a U.S. Citizen or lawful permanent resident actively seeking citizenship. To qualify for the position, candidates must have a high school diploma or equivalent, and at least two years of progressively responsible technical experience which provides knowledge of designing, implementing or maintaining computer systems that included the completion of projects involving computer programming and application development.

Candidates must have two (2) years of demonstrated knowledge and experience in programming languages such as PHP, HTML, XML, ASP, Java, Perl, and MySQL.

Preference will be given to applicants who have a bachelor's degree in computer science, information systems, or related field of study, have prior web administration experience, and knowledge of Visual Studio, Adobe Acrobat, Dreamweaver, and internal court systems (PACTS and CM/ECF). Demonstrated knowledge and experience in writing and evaluating SQL queries for data mining and evaluation purposes. The ability to maintain applications, systems and designs. Demonstrated knowledge and experience with the applications development life cycle process and internet security protocols (HTTPS and SSL).

The successful candidate must also demonstrate the ability to handle multiple projects and tasks at one time. Additionally, he/she must present a professional demeanor; possess strong office and organizational skills, possess excellent oral and written communication skills, and must be able to work in a team environment. The incumbent must have the ability to work with confidential and sensitive information, ability to lift and move moderately heavy computer equipment/peripherals and the ability to travel to divisional offices as needed.

Benefits:

Electronic Fund Transfer (EFT) for payroll deposit is required. Benefits include paid vacation, sick leave, 10 paid holidays, a flexible benefits program; portable retirement plan with matching contributions; and a professional environment.

Application Procedures:

All interested persons should submit an application package which is to include: a cover letter, resume, and the official AO 78 Application Form. Application packages should be mailed to:

**U.S. District Court & Probation Office ED/NC,
Attn: Human Resources, 310 New Bern Avenue, Room 434,
Raleigh, NC 27601**

Official application (AO78) may be obtained at www.ncep.uscourts.gov/employment.htm. **Application packages that are received by the interim cut-off date will be given first consideration.** Travel and relocation expenses will not be reimbursed. Final candidates are subject to a FBI background and fingerprint check. More than one position may be filled by this vacancy announcement.

This agency provides reasonable accommodations to applicants with disabilities. The court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, or to fill the position sooner than the closing date, if a closing date is shown, any of which actions may occur without any prior written or other notice.

-The U.S. District Court is an Equal Opportunity Employer-